

**Structure Design Staff Meeting**  
**Thursday, January 15, 2009**  
**Conference Room C**  
**10:00 AM**

1. Safety/Personnel.....Darlene  
Smokers need to smoke in designated areas.

W2 statements will be generated from the BEACON system and will be mailed directly to the employee's home address as listed in the BEACON system. Check in ESS to make sure your address is correct.

Rollover vacation was converted to sick leave on December 31<sup>st</sup> for those who had over 240 hours. Quota balances should be correct. Working on the time statement again – may be completed by March.

All employees with secondary employment must fill out Secondary Employment Forms – they are due now.

2. Form Letters/Signature .....Darlene  
New letterhead for new Governor and Secretary.  
Greg's stamp will no longer be used to stamp memos and letters. For memos you should sign for G. R. Perfetti (your name) and for letters Your name for. Examples are listed below.

**Memos**

FROM: for G. R. Perfetti (your name)

**Letters**

Sincerely,

Your name for

G. R. Perfetti, P.E.

3. PC/CADD Updates..... Bob  
Bob Wright is updating work stations for STAAD as people finish class. New inventory on all computers is continuously being added.
4. Operations Staff Meeting ..... Greg  
Greg discussed what was presented at the Operations Staff meeting last week.

Presented the overall NCDOT Financial Model – no definites given regarding necessary future actions, just painted a fiscally grim picture.

DOT and State finances are poor – out of money by June 2009. At that point the DOT's balance will have dropped to 170 million, which is DOT's lowest allowable reserve. To keep up with cashflow, Project revenues are updated every month. Gas tax (55-60%), DMV fees (10-15%) Road user fees – all have significantly plummeted. In the case of DMV fees, it is due to the closing of several loop holes for licenses and registrations for out of state vehicle owners.

Shortfall in the State and Federal funds – prediction that it will take 3 years to climb out of budget hole. Anticipated 15 million a month lettings for next 12 months. Projects keep getting pushed out. Managers must still go by Let List with all Projects – projects not let each month will become 'shelf' projects, able to be pulled off the shelf and let as money becomes available.

It is anticipated that NC might get 2 billion from the Federal Government's stimulus plan. To be ready for stimulus money, Divisions have been asked for priority list of projects to be let POC by Divisions – asked for variety of project type(e.g. bridge replacement, new construction, paving, grading, etc) so as not to let too much of one type of project and drive up the cost of the projects.

Retiree Temporary workers are gone – no mention about other temporary workers.

5. PDA's ..... Greg  
Tom and Allen to do a progress review for all Project Engineers by January 30<sup>th</sup>. See attached worksheet and how to achieve documentation. Team Leaders' PDA will be identical and based on entire project group's assignments – not just the team leader's assigned projects.

Greg needs some sort of data to carry to Art – Unit wide not coming close on meeting PDA requirements.

6. Field Scoping Meetings ..... Greg  
Everyone got emails concerning projects and schedules dated for Field Scoping Meetings (FSM) – PD&EA and Divisions to coordinate schedules for meetings.

7. Legal Loads..... Brian

LRFR training:

When using the Standard Rating sheets: For equal spans – just show '1', '2', '3' (i.e., numbers corresponding to Controlling Load Rating) in one span – don't repeat each span.

Dan Holderman raised concerns about designing right to the limit – should be designing for slightly over-capacity. For 0' to 75' span lengths – HL93 doesn't control over all legal trucks. There is a new standard sheet for LRFR rating. Greg asked people to keep track and report what extra detailing is required to meet the 1.1 rating for spans  $\leq 60'$ .

Prestressed girder program has been updated to reflect the entered ADTT. ADTT on the form is directional not total.

8. Cored Slab Standards..... Brian  
27" box beam will no longer be used due to high cost(\$180.00 sq. ft). Use 24" cored slabs (\$110.00 sq. ft) instead.  
Standard Drawing is not yet ready for 24" cored slab – but slabs should reach up to 70' in length. Design Manual will show 60'-70' span length – but go ahead and change over any upcoming designs from 27" Box Beams to 24" c.s. Be careful when staging cored slabs post-tensioning - ducts need to clear shear key. Leave duct at mid-height. Plans are to maintain 4% grade (maximum) and 60° skew (maximum) for all cored slabs, except for certain cases.

Cored slab standard bridges: pilot project by Laura Sutton– two bridges.  
Plan assembly manner – use standard 'models', which are pre-engineered to only need plan assembly. Cored slab standards can be used for FSM projects.

Budget based projects – still being looked into as a possibility by upper Management.  
This is a Program for reducing engineering costs, especially for small projects.

9. Railroad Coordination ..... Allen  
Submit all paperwork electronically – letters, plans, etc. Submitted electronically – followed by mailed hard copies. Railroad companies now scan all information they receive – so hopefully this will speed things up. Need to send electronically everything except agreements that require a signature. Get Bob Wright to scan letters for us.
10. Preliminary General Drawing transmittal letters .....Tom  
Project Engineers have already received an email regarding this.  
TKK wants ADT numbers in either the body of the letter or plan sheet. Also make sure that TKK gets cc'd 'with attachments' for all PGD transmittals.
11. Preliminary General Drawings for I, R, U projects.....Tom  
Preliminary General Drawings for "B" projects are coming along okay – problems with I, R, U's; need to work harder on getting them out in a timely (2-3 month) period – grade separations especially – SX have mostly not been a problem.

Foundation sketches and whether vertical clearance is adequate are main issues that need to be met. Discussed use of old style foundation request drawing. Need to work toward a more timely completion of preliminary designs and preliminary general drawings.